



Advisory Board Meeting Minutes
Nevada Network of Fire Adapted Communities Board Meeting
April 22, 2019
Network Annual Conference
Atlantis Resort
3800 S. Virginia St. Reno, NV
1:30 PM

Meeting was called to order at 1:32 pm by Michael Beaudoin, Network Coordinator. Chairperson, Tracy Visser stepped down. So Coordinator Beaudoin facilitated the meeting until agenda item 5, Advisory Board Chairperson Nomination and Election.

Roll Call:

Advisory Board Members:

Brad Milam, Bureau of Land Management
Vinson Guthreau- Nevada Association of Counties
Jennifer Diamond- U.S. Forest Service
Chief Mike Brown- Nevada Fire Chiefs Association
Jamie Roice-Gomes, Living with Fire Program
Mike Vollmer- Nevada Division of Forestry
Ann Grant- Tahoe Fire and Fuels Program
Janice Roberts- Western Region Communities Representative Alternate

Guests in Attendance:

Ryan Shane- Nevada Division of Forestry
Lyda Hayes- Sierra Ranch Estates
Lee Elson- Alpine View Estates
Alyssa Thom- Living with Fire Program

1. Introductions – Roll call and determination of quorum

Determination of quorum. Have 7 members in attendance and 1 alternate community representative in Jan Roberts.

2. Public Comment

Chief Brown spoke to the 2019 Legislative Session. It's over half way through. He's stated he's had conversations with Assemblywoman Swank and would like to encourage everyone to write in letters of support for the Wild Fire Working Group they are trying to form. He thinks the Network should be part of the committee. We need to have more representation from all of

the fire communities. We need to share what we are all doing and the effects of fuels reduction, land loss, cattle industry, fire costs. He explained cost is a huge part of it – how much should the state be funding, threat of costs. Jamie mentioned she cannot sign the letter being associated with coop extension. NDF is in the same situation. Ryan Shane mentioned the board can write a letter with a signature of the Chairperson, not individuals. Vincent mentioned we cannot take action on this as this is not on the Legislative agenda item at this point. Chief Brown shared that SB329 has passed. This had to do with CWPP concept and the Network was mentioned. Utilities were mentioned on the bill with CWPPs being done. They will fund fuels reduction that take place wherever their work has been done. CWPP listing and/or format.

3. Review of agenda and opportunity for altering the order of topics - *FOR POSSIBLE ACTION*

Coordinator Beaudoin asked if the board would like to move items around in the agenda or accept the agenda as printed. The Board agreed to move the installation of new board members- Western Community Regional Community Representative up in the agenda from agenda item 6a. Coordinator Beaudoin talked about how the Network needs to appoint a new western community representative. Janice is eligible to be appointed by the board as she was elected to serve and Tracy's alternate. She can be appointed and would fulfill the remaining 2-year term for Tracy's position. Chief Brown moved to appoint Janice Roberts as the Western Regional Community Representative.

Second: Jennifer Diamond. Motion carried 7-0-0. (Jan Roberts appointment brought the advisory board member attendance to 8 members after the approval of this motion).

4. Review and approval of minutes from previous meetings - *FOR POSSIBLE ACTION*

a. January 15, 2019

Board agreed to minutes taken January 15, 2018.

Motion: Vincent, Second: Ann Grant. Motion carried 8-0-

5. Advisory Board Chairperson Nomination/Election

Everyone was asked if there were any suggestions/volunteers for new Chairperson. Vincent suggested Ann Grant. Ann is also Chair of Tahoe Fire and Fuels Team and isn't sure if she can do both. Michael will need to check in with the Tahoe Fire and Fuels Team to ensure that Ann's appointment as the Network's chairperson doesn't affect her role with the TFFT. The board believes there won't be an issue, and Anne agreed to accept the nomination, pending Michael's outreach to the TFFT.

Motion: Vincent, Second: Mike Vollmer. Motion carried unanimously 8-0-0.

6. Installation of New Board Members - *FOR POSSIBLE ACTION*

a. Western Nevada Regional Community Representative (Moved under agenda item 3)

b. Bureau of Land Management

Coordinator Beaudoin mentioned that Zach Ellinger has rotated out of his detail in the BLM state office. Brad Milam serves as the new person on the BLM state office detail for Fire Mitigation Specialist as is willing to continue as an Advisory Board representative.

c. U.S. Forest Service

Coordinator Beaudoin asked if Jen Diamond would be rotating out of her state office detail. She announced that she was appointed to the USFS state office fire prevention position permanently and is willing to continue serving on the board.

- 7. Renewal of Appointed Board Members-** Coordinator Beaudoin gave an overview of the Network's operating manual's requirements for advisory board member representation. Appointed advisory board members must renew their membership each year.
- a. **Tahoe FAC Network** – Ann– pending Michael's contact with the TFFT
 - b. **Nevada Division of Forestry** – Mike Vollmer- Reappointed
 - c. **Nevada Fire Chiefs Association** – Chief Brown- Reappointed
 - d. **Nevada State Firefighter's Association** – Chief Heidemann- Coordinator Beaudoin will solicit via email and cc: Mike Brown and Ann Grant
 - e. **Nevada State Fire Marshal's Office** – Chief Chambers- Chief Brown mentioned that Chambers has been out sick. Coordinator Beaudoin will follow up via email.
 - f. **Nevada Landscape Association** – Sara Anderson, hasn't been very active but has a new email. Coordinator Beaudoin will use new email and solicit their continued involvement via email.
 - g. **Nevada Insurance Council** – Jeanette Belz- Coordinator Beaudoin mentioned that she has been active at board meetings and sends a representative if she is unable to attend. Coordinator Beaudoin will email her and solicit their continued involvement via email.
 - h. **NACO – Nevada Association of Counties** – Vinson Guthreau- Reappointed
 - i. **UNR – Cooperative Extension – Living With Fire Program** – Jamie Roice-Gomes- Reappointed
 - j. **Nevada League of Cities** – Wes Henderson- Coordinator Beaudoin will email him and solicit their continued involvement via email.

Reappointed Members:

- Mike Vollmer- Nevada Division of Forestry
- Chief Mike Brown- Nevada Fire Chiefs Association
- Vinson Guthreau- Nevada Association of Counties (NACO)
- Jamie Roice-Gomes- Living With Fire Program

Pending Reappointments:

- Ann Grant- Tahoe Fire and Fuels Team
- Chief Heidemann- Nevada State Fire Fighters Association
- Chief Chambers- Nevada State Fire Marshal's Office
- Sara Anderson- Nevada Landscape Association
- Jeanette Belz- Nevada Insurance Council
- Wes Henderson- Nevada League of Cities

The board agreed to table Pending Reappointments until the July 2019 meeting.

8. Lake Tahoe Network of Fire Adapted Communities Update

Anne stated there is a lot going on. Tahoe had the opportunity to provide a screening of “Wilder Than Wild” movie. Screening will occur on May 30th, June 6th, June 13th, and June 15th. Working with Tahoe-Douglas to do a movie night for a community event. Tahoe Fire & Fuels team just met for a season workshop. Fire Adapted communities is getting active in Tahoe-Douglas and will help with events and set up chapters. Doing work in S. Lake Tahoe.

9. Network Operations Update

a. Coordinator task List status update

Coordinator Beaudoin provided an update on the tasks he completed since the January 2019 meeting. Highlights included the Statewide CWPP database, outreach/ assistance to several chapters for their annual event.

b. UNR-UNCE & NDF Network Transfer MOU accomplishment status update

Coordinator Beaudoin provided an update to the board on the MOU between NDF and the Coop extension. NDF and UNR-UNCE successfully worked together to complete the requirements of the MOU. Coordinator Beaudoin will resend the MOU report to the board. MOU needs to be resent to UNR’s Dean for review. The MOU was a central part of the Network’s original Strategic Plan.

c. Strategic Planning Update

Coordinator Beaudoin met with Ryan Shane and Mike Vollmer and came up with a draft Network strategic plan. They would like the draft strategic plan to spark thoughts and ideas with hopes to have a final strategic plan at the July meeting. Coordinator Beaudoin offered to recirculate the draft plan for the advisory board to review. Fiscal report: Coordinator Beaudoin worked with the NDF fiscal and grant teams and determined that his position has 2.5 years of funding left.

10. New Community Chapter Membership Applications Approval

a. Upper Colony

They want to get involved due to the Upper Colony fire. They are very interested in joining the chapter. Coordinator Beaudoin recommended that the board approve Upper Colony’s application as they already very involved and hosted a wildfire preparedness seminar. They would like to be called “Upper Colony”. Application was complete and in order. Motion: Vinson, Second: Mike Vollmer. 8-0-0. Motion Carried.

11. Individual Membership Fee Operating Manual Revision - *FOR POSSIBLE ACTION*

Coordinator Beaudoin reported that NDF has done a lot of work with the AG’s office and Fiscal Staff. We will need a Nevada statute that gives NDF the authority to collect Network membership fees. The Network will also need agree upon how NDF collects the fee. The membership fee is currently at \$15 a year as outlined in the Network Operating Manual. Anne has requested Ryan Shane’s knowledge of how NDF can receive fees and if NDF can accept “donations”. Ryan stated there is a difference in donations and fees we charge and where we spend the fees.

The collection of fees is a legal topic, but the donation process could happen. If the board wished, Ryan can move forward with helping make that happen. Ryan stated we would need specific recommendations from the Board. Janice spoke to how a chapter receives donations. Ryan stated that it’s up to the chapter how they received their donations. She mentioned

holding everyone's individual donations and the accountability. Ryan said that NDF cannot manage each individual chapter's accounts and donations.

NDF administration is looking into each chapter to maintain their own donations. Janice asked if there was anything in the by-laws that state who handles the funds. The logo is owned by NDF. Vinson mentioned maybe not charging an annual fee but encourage local/individual chapters to collect their own donations. Motion will be to adopt the new language and put into the handbook that each chapter collects their own donations. The operating manual would read: "No annual fee will be assessed for this category of membership. NDF currently has no statutory authority to pursue membership fees. Network Staff will work with NDF to see if that is a possibility in the next biennium"

Motion: Vinson, Second: Janice. 8-0-0. Motion carried.

12. Network Governance Review – *FOR POSSIBLE ACTION*

Adopting/changing language. Ryan explained the history of the by-laws prior to the Advisory Board transfer from Coop Extension to NDF. The language comes from NDF wanted to clearly separate itself as an agency from the Advisory board. Ryan stated they did not change any of the language or the goals of the original, but tried to make it clearer. The goal was also to create a positive relationship between the advisory board and NDF. The additional language in the operating manual would read:

"The Advisory Board is vested with authority to provide recommendations for the direction of the Network by establishing and communicating such recommendations to NDF on operational and programmatic matters.

NDF administers the Network and has authority to accept, reject or modify the Advisory Board recommendations provided by the Advisory Board.

When recommendations are passed and communicated by the Advisory Board to NDF, NDF will review these recommendations for acceptance, rejection or modification before adoption. If NDF makes a determination to modify or reject a recommendation, NDF will communicate the reasons for the modification or rejection to the Advisory Board and will provide an opportunity for the Advisory Board to modify its recommendation. If NDF makes a determination to accept and adopt, it will communicate this to the Advisory Board, then incorporate the recommendation into the programmatic and operational practices used to administer the Network."

Motion: Mike Vollmer, Second: Janice. 8-0-0. Motion carried.

13. 2020 Nevada Network Conference Venue and Date - *FOR POSSIBLE ACTION*

Coordinator Beaudoin reviewed some of the issues that he and Jamie worked through to ensure the Network had a successful conference. The conference was planned during a severely compressed time schedule and partnering with the BLM during the federal shutdown made it difficult to finalize a venue and date. He stated that this year's planning made him and Jamie want to make better planning for next year's event. Want to plan more ahead, about 9 months

in advance so we can line speakers up and allow more to register. Jamie said it's very hard for Living With Fire to assist with the conference during the month of April.

Coordinator Beaudoin suggested hosting it immediately after the WUI conference. Jamie mentioned if we wanted the same speakers, not all can take that much time off work to attend both. Michael agreed late April is very hard for him as well due to the interagency fire prevention team in May. He asked if February would work but is concerned that winter weather would hinder travel. Jennifer Diamond mentioned doing it the same week as the Great Basin fire prevention 2020 meeting.

Coordinator Beaudoin will need to get 3 quotes, including the Atlantis, but will get information to the board for the July 2019 meeting. Need to open up for speakers to attend very early in on the planning stage. Ann mentioned if there was a fire later in the season, and speakers have already committed, those may not be able to attend Jamie said we can always rearrange the agenda. Everyone complimented the speakers for this year's event. The motion will be to host the conference in early March, and for Coordinator Beaudoin to prepare information for the board on possible dates and venues. An agenda item will be placed on the July 2019 advisory board meeting to review the dates/venues and discuss possible speakers. Motion: Jamie, Second: Jen. 8-0-0. Motion carried.

14. Public Comment

None

15. Adjourn - *FOR POSSIBLE ACTION

Motion is to adjourn the meeting.

Motion: Mike Vollmer, Second, Janice. 8-0-0. Motion Carried.

Meeting adjourned at 2:28 pm.